

United States Government

Department of Energy
Oak Ridge Office

memorandum

DATE: July 25, 2008

REPLY TO: AD-442:Kent
ATTN OF:

SUBJECT: **IDENTIFICATION OF WORKPLACE OPTIONS TO ADDRESS RISING FUEL COSTS**

TO: All Oak Ridge Office Employees

As discussed in the All Hands Meeting on July 17, 2008, I share your concerns about rising fuel costs, and I am interested in identifying options and ideas that may assist us all in minimizing day to day expenses. In that regard, I have asked Dan Wilken, Assistant Manager for Administration, to establish a working group of employees to identify options and alternatives and make recommendations for consideration by the Senior Staff.

One of the first tasks for the working group will be to develop and send out a survey to gage your preferences and interests. While that survey is being developed, if you have ideas or specific areas of interest you would like to share with the working group, please contact one of the employees below:

Melanie Kent, Group Leader	576-0673	kentmm@oro.doe.gov
David Arakawa	576-6811	arakawadk@ornl.gov
Sherry Moon	576-0109	moonsd@oro.doe.gov
Walter Perry	576-0885	perrywn@oro.doe.gov
Tina Pooler	576-4446	poolertj@oro.doe.gov
Max Smith	241-6996	smithrm@oro.doe.gov
Hughie Thomas	576-0910	thomasha@oro.doe.gov

For those interested in establishing a car pool, the Human Resources Bulletin Board located on the west end of the Ground Floor of the Federal Building has space allocated for posting car/van pool notices.

I look forward to receiving your input through the efforts of the working group. I am confident that, working together, we can identify alternatives that will address current concerns while continuing to tackle the challenges of our diverse mission.



Gerald Boyd
Manager